



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

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GOVERNMENT OF ASSAM

ORDERS BY THE GOVERNOR

GUWAHATI DEVELOPMENT DEPARTMENT

NOTIFICATION

The 21st September, 2017

No. GDD.316/2010/Pt./105.-

OFFICE MEMORANDUM

The “Staffing Pattern” of Guwahati Municipal Corporation as notified vide Notification No.GDD.316/2010/Pt./14, dated.17/06/2017 for the purpose for optimizing staffing patterns and for introduction of Municipal Cadre Management System as per the institutional reforms listed under JNNURM. The State Cabinet in its meeting held on 4th Sept., 2013 approved the staff strength and, in principle provincialisation of 2706 posts for Guwahati Municipal Corporation including 1440 post of Sweepers, 40 posts of Data Entry Operators and 2 fixed pay employees. The post of Registrar, Superintendent and 2 fixed pay employees will be retained till retirement of the incumbents. The Cabinet also approved granting the status of District Level Office to Guwahati Municipal Corporation.

In W.P. (C) No.4268/2015 (All Assam Harizan Majdoor Union – Vs – The State of Assam & Ors.), the Sr. Additional Advocate General, Assam has requested the Govt. to reconsider the Notification No.GDD.316/2010/Pt./10, dated.17/06/2014 on the aspect of provincialisation of the employees of Guwahati Municipal Corporation which is an autonomous institution under the mandate of Article 243 of the constitution of India.

After a careful examination, it is observed that there is no provision for provincialisation of an autonomous institution in the constitutional arrangements as envisaged under Article 243 of the Constitution of India. The allotted function of the Guwahati Municipal Corporation must be performed by their own staff and not by any provincialised staff. As per Article 243(e) “Municipality” means an institution of Self-Government constituted under Article 243 Q of the Constitution of India/Part IX A. Therefore, the Govt. feels that the concept of provincialisation of services of the employees of Guwahati Municipal Corporation may run contra to the spirit of the 74th Amendment of the Constitution of India. As per the 74th Amendment, the Municipalities are empowered with such powers and responsibilities as may be necessary to enable them to function as effective institution of Self-Government.

In view of the above, it is decided to modify the Notification No.GDD.316/2010/Pt./10, dated.17/06/2014 by omitting the words “in principle, Provincialisation of”. The other terms and conditions of the Notification of Staffing Pattern shall remain in the context of institutional reforms as recommended by the 4th Assam State Finance Commission in view of optimizing the staffing pattern of employees of Guwahati Municipal Corporation.

The Office Memorandum comes into force with immediate effect modifying the Notification No.GDD.316/2010/Pt./10, dated.17/06/2014.

M. G. V. K. BHANU,

Addl. Chief Secretary to the Govt. of Assam,
Guwahati Development Department.

STAFFING PATTERN OF GUWAHATI MUNICIPAL CORPORATION

Sl. No.	Category of Post	No. of Post	Pay-Scale	Grade Pay	Remarks
1	2	3	4	5	6
ADMINISTRATIVE DEPARTMENT					
Administrative Wing					
1	Commissioner	1			On deputation from state Government
2	Additional Commissioner	1	12000-40000	7400	-do-
3	Joint Commissioner	1	12000-40000	6600	-do-
4	Collector	1	12000-40000	5400	-do-
5	Municipal Secretary	1	12000-40000	5400	-do-
Staff Attached to Commissioner					
6	Stenographer Grade – I	1	12000-40000	5900	
7	Upper Division Assistant	3	5200-20200	2900	Equivalent to Dist. & Subordinate Estt.
8	Lower Division Assistant	1	5200-20200	2200	-do-
9	Zerox Operator	1	5200-20200	2100	Equal to Secretariat Roneo Machine Operator
10	Grade – IV	8	4560-15000	1500	For all Officer of the Wing
Personnel Branch					
11	Administrative Officer	1	8000-35000	4900	At par with District & Subordinate Estt
12	Head Assistant	1	5200-20200	3100	-do-
13	Upper Division Assistant	1	5200-20200	2900	-do-
14	Lower Division Assistant	2	5200-20200	2200	-do-
15	Grade – IV	2	4560-15000	1500	
Personnel Cell					
16	Administrative Officer (Business Administration)	1	8000-35000	4900	Requisite qualification Degree in Business Administration
17	Head Assistant	1	5200-20200	3100	At par with District & Subordinate Estt
18	Upper Division Assistant	1	5200-20200	2900	-do-
19	Lower Division Assistant	2	5200-20200	2200	-do-
20	Grade – IV	2	4560-15000	1500	
Computer Cell					
21	Programmer	1	12000-40000	5900	BE or MCA
22	Assistant Programmer	1	8000-35000	5100	BE or BCA
23	Data Entry Operator	40	5200-20200	2200	Equivalent to Lower Division Assistant
24	Zerox Operator	1	5200-20200	2100	Equal to Secretariat Roneo Machine Operator
25	Grade – IV	1	4560-15000	1500	
Central Registry					

Sl. No.	Category of Post	No. of Post	Pay-Scale	Grade Pay	Remarks
26	Head Assistant	1	5200-20200	3100	At par with District & Subordinate Estt
27	Upper Division Assistant	1	5200-20200	2900	-do-
28	Lower Division Assistant	1	5200-20200	2200	-do-
29	Grade – IV	8	4560-15000	1500	
Council Section					
30	Head Assistant	1	5200-20200	3100	At par with District & Subordinate Estt
31	Upper Division Assistant	1	5200-20200	2900	-do-
32	Lower Division Assistant	3	5200-20200	2200	-do-
33	Grade – IV	4	4560-15000	1500	
Legal Cell					
34	Law Officer	1	8000-35000	5100	Bachelor Degree in Law
35	Head Assistant	1	5200-20200	3100	At par with District & Subordinate Estt
36	Upper Division Assistant	1	5200-20200	2900	-do-
37	Lower Division Assistant	1	5200-20200	2200	-do-
38	Grade – IV	2	4560-15000	1500	
Municipal Service Commission Branch					
39	Head Assistant	1	5200-20200	3100	At par with District & Subordinate Estt
40	Upper Division Assistant	1	5200-20200	2900	-do-
41	Lower Division Assistant	1	5200-20200	2200	-do-
42	Grade – IV	1	4560-15000	1500	
Nazarat Branch					
43	Nazir	1	5200-20200	2900	Equivalent to Upper Division Assistant
44	Assistant Nazir	2	5200-20200	2200	Equivalent to Lower Division Assistant
45	Grade – IV	2	4560-15000	1500	
Estate Branch					
46	Upper Division Assistant	1	5200-20200	2900	At par with District & Subordinate Estt
47	Lower Division Assistant	1	5200-20200	2200	-do-
48	Grade – IV	1	4560-15000	1500	
Poverty Alleviation Branch					
49	Assistant Engineer	1	12000-40000	5400	
50	Junior Engineer	1	5200-20200	3300	
51	Upper Division Assistant	1	5200-20200	2900	At par with District & Subordinate Estt
52	Lower Division Assistant	1	5200-20200	2200	-do-
53	Grade – IV	2	4560-15000	1500	
Public Grievance Cell					
54	Public Relation Officer	1	8000-35000	4700	B.Sc(IT) or BCA Equivalent to PRO in Directorate of RD

Sl. No.	Category of Post	No. of Post	Pay-Scale	Grade Pay	Remarks
55	Upper Division Assistant	1	5200-20200	2900	At par with District & Subordinate Estt
56	Lower Division Assistant	1	5200-20200	2200	-do-
57	Grade – IV	1	4560-15000	1500	
Total Administrative Department		125			
REVENUE & TAXATION					
58	Deputy Commissioner	6	12000-40000	6300	For the purpose of serving 6(Six) Zonal Office
59	Assistant Commissioner	6	8000-35000	4900	For the purpose of serving 6(Six) Zonal Office
Assessment Branch					
60	Assessment Officer	24	5200-20200	3100	
61	Upper Division Assistant	6	5200-20200	2900	At par with District & Subordinate Estt
62	Lower Division Assistant	12	5200-20200	2200	-do-
63	Chainman	9	4560-15000	1600	-do-
64	Grade – IV	10	4560-15000	1500	
Tax Branch					
65	Head Assistant	6	5200-20200	3100	
66	Assistant Tax Superintendent	18	5200-20200	2900	
67	Upper Division Assistant	6	5200-20200	2900	At par with District & Subordinate Estt
68	Tax Collector	42	5200-20200	2200	Equivalent to Lower Dealing Assistant
69	Lower Division Assistant	12	5200-20200	2200	At par with District & Subordinate Estt
70	Grade – IV	10	4560-15000	1500	
Licence Branch					
71	Licence Officer	6	5200-20200	3100	
72	Deputy Licence Officer	18	5200-20200	2900	
73	Upper Division Assistant	6	5200-20200	2900	At par with District & Subordinate Estt
74	Licence Checker	36	5200-20200	2200	Equivalent to Lower Dealing Assistant
75	Lower Division Assistant	12	5200-20200	2200	At par with District & Subordinate Estt
76	Grade – IV	10	4560-15000	1500	
SMV Branch					
77	Lower Dealing Assistant	1	5200-20200	2200	At par with District & Subordinate Estt
78	Cart/Rickshaw Checker	12	5200-20200	2100	
79	Grade - IV	1	4560-15000	1500	
Market Branch					
80	Head Assistant	1	5200-20200	3100	At par with District & Subordinate Estt
81	Upper Division Assistant	1	5200-20200	2900	-do-
82	Lower Division Assistant	1	5200-20200	2200	-do-

Sl. No.	Category of Post	No. of Post	Pay-Scale	Grade Pay	Remarks
83	Rent/Toll Collector	24	5200-20200	2100	
84	Grade - IV	1	4560-15000	1500	
Advertisement Branch					
85	Upper Division Assistant	1	5200-20200	2900	At par with District & Subordinate Estt
86	Lower Division Assistant	1	5200-20200	2200	-do-
87	Grade - IV	1	4560-15000	1500	
Mutation Branch					
88	Upper Division Assistant	1	5200-20200	2900	At par with District & Subordinate Estt
89	Lower Division Assistant	1	5200-20200	2200	-do-
90	Grade - IV	1	4560-15000	1500	
Total Revenue & Taxation Department		303			
ACCOUNTS & AUDIT					
Accounts & Fixation Branch					
91	Chief Accounts & Audit Officer	1	12000-40000	6400	Sr. F.A. in A.F.S.
92	Accounts Officer	1	12000-40000	5400	F.A.O. in A.F.S.
93	Head Assistant	1	5200-20200	3100	
94	Senior Accountant	2	5200-20200	3100	As in Directorate of P&RD
95	Accountant	2	5200-20200	2900	
96	Upper Division Assistant	2	5200-20200	2900	
97	Lower Division Assistant	2	5200-20200	2200	Diploma in Computer Application
98	Grade - IV	3	4560-15000	1500	
Cash Branch					
99	Head Cashier	1	5200-20200	3100	Equivalent to Head Assistant
100	Cashier	6	5200-20200	2900	
101	Lower Division Assistant	6	5200-20200	2200	
102	Grade - IV	3	4560-15000	1500	
CPF Cell					
103	Senior Accountant	1	5200-20200	3100	
104	Accountant	3	5200-20200	2900	Certificate of Computer with Tally
105	Grade - IV	1	4560-15000	1500	
Audit Branch					
106	Audit Officer	1	8000-35000	4600	Assam Subordinate Local Fund Audit Service
107	Assistant Audit Officer	1	5200-20200	3300	-do-
108	Internal Auditor	2	5200-20200	3100	
109	Grade - IV	1	4560-15000	1500	
Total Accounts & Audit Branch		40			

Sl. No.	Category of Post	No. of Post	Pay-Scale	Grade Pay	Remarks
ENGINEERING DEPARTMENT PUBLIC WORKS INCLUDING ELECTRICAL BRANCH					
110	Chief Engineer	1	12000-40000	7600	
111	Superintending Engineer	1	12000-40000	6600	
112	Executive Engineer	6	12000-40000	6300	
113	Assistant Executive Engineer	6	12000-40000	5900	
114	Assistant Engineer	30	12000-40000	5400	
115	Junior Engineer	30	5200-20200	3300	
116	Supervisor	18	5200-20200	2100	Field Assistant in Water Resource Department
117	Electrician	6	5200-20200	2400	
118	Upper Division Assistant	6	5200-20200	2900	
119	Lower Division Assistant	6	5200-20200	2200	
120	Grade – IV	12	4560-15000	1500	
121	Sweeper (for drain, street & garbage collection)	1440	4560-15000	1500	For the entire organization
Sanitation & Conservancy					
122	Sanitary Inspector	6	5200-20200	2400	PHE/RD
123	Supervisor	12	5200-20200	2100	
124	Upper Division Assistant	1	5200-20200	2900	
125	Lower Division Assistant	1	5200-20200	2200	
126	Grade - IV	1	4560-20200	1500	
Water Works					
127	Superintending Engineer	1	12000-40000	6600	
128	Executive Engineer	1	12000-40000	6300	
129	Assistant Executive Engineer	1	12000-40000	5900	
130	Head Assistant	1	5200-20200	3100	
131	Pump/Pipe/Filter Operator	50	5200-20200	2000	PHE
132	Assistant Pump/Pipe/Filter Operator	60	4560-15000	1800	PHE
133	Electrician	1	5200-20200	2400	PHE
134	Sarang	3	5200-20200	2100	Water Resource Department
135	Gangman	9	4560-15000	1800	IWT
136	Supervisor	3	5200-20200	2100	
137	Storekeeper	1	5200-20200	2200	
138	Upper Division Assistant	2	5200-20200	2900	
139	Lower Division Assistant	2	5200-20200	2200	
140	Grade - IV	4	4560-15000	1500	
Garage Branch					
141	Assistant Engineer (Mech)	1	12000-40000	5400	
142	Head Assistant	1	5200-20200	3100	
143	Foreman	1	5200-20200	2400	PWD/PHE
144	Electrician	1	5200-20200	2400	PHE
145	Welder	2	5200-20200	2200	PWD
146	Mechanic	4	5200-20200	2200	PWD

Sl. No.	Category of Post	No. of Post	Pay-Scale	Grade Pay	Remarks
147	Driver (Heavy Vehicle)	86	5200-20200	2200	
148	Driver (Light Vehicle)		5200-20200	2100	
149	Handyman	20	4560-15000	1600	
150	Upper Division Assistant	1	5200-20200	2900	
151	Lower Division Assistant	1	5200-20200	2200	
152	Grade - IV	2	4560-15000	1500	
Project Development Branch					
153	Associate Planner	1	12000-40000	6300	Equivalent to E.E.
154	Assistant Engineer	6	12000-40000	5400	
155	Junior Engineer	8	5200-20200	3300	
156	Head Assistant	1	5200-20200	3100	
157	Upper Division Assistant	1	5200-20200	2900	
158	Lower Division Assistant	1	5200-20200	2200	
159	Grade - Iv	2	4560-15000	1500	
Total Engineering Department		1862			
Enforcement Department					
160	Assistant Commissioner	1	8000-35000	4900	
161	Inspector	1	8000-35000	4600	Deputation from Assam Police
162	Enforcement Inspector	1	5200-20200	3300	Commissioner of Transport
163	Sub-Inspector	2	5200-20200	2800	Deputation from Assam Police
164	Assistant Inspector	1	5200-20200	2400	
165	MCP	204	5200-20200	2200	Home (Police)
166	Havilder	10	5200-20200	2000	
167	Head Assiatant	1	5200-20200	3100	
168	Upper Division Assistant	2	5200-20200	2900	
169	Lower Division Assistant	3	5200-20200	2200	
170	Grade - IV	2	4560-15000	1500	
Total Enforcement		228			
HEALTH & VETERINARY					
171	Chief Medical Officer	1	12000-40000	6300	Equivalent to Chief Medical & Health Officer in State Health Department
172	Medical Officer	1	12000-40000	5400	MO in Health Department
173	Health Inspector	6	5200-20200	2400	Sanitary Inspector in Health Department
174	Veterinary Officer	1	12000-40000	5400	VAS in AH & Vety Deptt
175	Supervisor	6	5200-20200	2200	Field Assistant in AH & Vety Deptt
176	Upper Division Assistant	1	5200-20200	2900	
177	Lower Division Assistant	1	5200-20200	2200	
178	Grade - IV	3	4560-15000	1500	
Total Health & Veterinary		20			

Sl. No.	Category of Post	No. of Post	Pay-Scale	Grade Pay	Remarks
MUNICIPAL SCHOOL					
179	Head Master High School	1	8000-35000	5100	Assam School Service (Junior)
180	Assistant Head Master High School	1	8000-35000	4300	
181	Head Master Primary	4	5200-20200	3300	
182	Graduate Teacher for High School	14	5200-20200	3300	
183	Assistant Teacher (Primary)	24	5200-20200	2500	
184	Upper Division Assistant	1	5200-20200	2900	
185	Lower Division Assistant	1	5200-20200	2200	
186	Grade - IV	5	4560-15000	1500	
Total Municipal School		51			
GRAND TOTAL		2629			

It appears from the above that the total number of posts come to 2629 nos. As the State Cabinet approved 2706 nos. of posts, GMC may increase the staff strength to that extent as per their needs depending upon the financial position of GMC.

Further the State cabinet has approved the regular posts of Registrar /Superintendents and two (2) fixed pay employees, namely Administrative Officer (Business Administration) and Public Relation Officer (PGO) till retirement of incumbents. The regular posts of Registrar /Superintendents will be abolished after retirement of the incumbents.

In respect of Administrative Officer (Business Administration) and Public Relation Officer (PGO), 4th Assam State Finance Commission recommended their post in the scale of Rs. 8000-35000 – G.P. Rs 4900/- and Rs. 8000-35000 – G.P. 4700/- respectively.

Since, the post of Administrative Officer (Business Administration) and Public Relation Officer (PGO) have been filled up by observing all formalities with the concurrence of Finance Department, they may be regularized in the above scale of pay with immediate effect.

V. B. PYARELAL,
Additional Chief Secretary to the Government of Assam,
Guwahati Development Department,
Dispur, Guwahati-6.